

Battle Ground Town Council

Meeting Minutes, March 8, 2021

Attending: Council President James Miller, Councilors Matt Coppock, Greg Jones, Mary Jo Totten. Also attending: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones. Steve Hahn did not attend.

Guests: Jonathan Rowe, Doug Tischbein, Greg Martz, Joe Kline, Dan Gemmecke, Bill Jones, Phil Baer, Dave Buck, Colin Dale, Colin Sullivan.

James Miller called to order at 6:00 p.m. and mentioned two additions to the agenda; a vote on the rate study proposal, and Jonathan Rowe's request to the Sewage Board. Miller asked Rowe to present his information.

In January a very high meter read alerted the water superintendent to advise Rowe to look for a leak, which was eventually discovered underneath his home. The water loss affected the sewage bill in consecutive billings. An approved sewage credit for water leak was applied to the February bill, and Rowe asked if the March bill could be adjusted also since the one leak event affected both bills. James Miller reviewed that the water did not go into the waste collection system, and the policy does cover those instances where there is no additional burden on the waste plant. Clerk Georgia Jones requested a motion to approve since the current policy is for one adjustment per year.

Motion by Mary Jo Totten to approve a second adjustment on the March 1 bill, to apply the average sewage amount \$65.50 and a credit of \$420.21. Second of Greg Jones, motion passed with four aye votes. Steve Hahn was absent for this vote.

Contracted Services

1. Capital Plan – Dave Buck emailed a copy of the updated plan after work session revisions for council to review.
2. Hawk's Nest Lift Station – The next phase of Hawk's Nest development requires a specific agreement for services which might be included in the total project bid, however moving forward now would improve the project completion timeline. Council discussed the option to enter into this agreement using reserve funds instead of waiting for financing.
Motion by Mary Jo Totten to accept the Supplemental Agreement in the amount \$31,740, with a project cost not to exceed \$48,140. Second of Greg Jones, motion passed with four aye votes. Steve Hahn was absent for this vote.
3. Developer selection scoring committee – Colin Dale will finalize the scoring compilation and schedule a committee meeting to agree on the next step.
4. Tomahawk project – The engineers at BFS want to have the project ready for a CCMG call later in 2021. There is significant coordination and planning needed. They would prepare the high-level spending and construction plan for this project, and if funded with the grant, be ready to focus on specific plans. There is general agreement to seek a proposal from BFS for application assistance, with a future supplement for bidding and construction inspection. A consultant might be used to locate options for sewage construction grants.

5. Northgate development meeting – Dave Buck arranged a meeting of developers who are invested in Northgate improvements. A significant change to a road easement and frontage road was proposed and the group is waiting for a response/reaction to the concept, to know how it might proceed.
6. Waste water options on CR600N at SR43 – The developers of the properties outside town limits on the north side of the intersection request information about sewer access, location and project cost. The recommended access is under CR600, at the intersection so the line meets with the main in the easement along SR 43. There is no anticipated growth north of the intersection that would make it feasible for the town to bear the cost of extending service there. It will be on the individual developers to place the service they require.

Attorney

Selection of a consultant for the rate study was discussed. The proposals are close in price with Therber Brock at \$5500 and LWG Group at \$5250. Both can meet the timeline, Therber Brock mentioned 50 days, LWG said 6 weeks. Dan Gemmecke commented that if the lowest price proposal is not selected, the council needs to provide reasons why the higher bid is more desirable. Mary Jo Totten moved to accept the proposal from London Witte Group. This motion died for lack of second. Greg Jones moved to accept the proposal from Therber Brock and Associates, not to exceed \$5500. This motion also died for lack of second. Matt Coppock asked for clarification of the qualifications. Georgia Jones agrees there should be a written reason why one is selected over the other if price is not a consideration. Having reached an impasse, the selection is tabled to the next meeting.

Minutes

Motion by Mary Jo Totten to approve the minutes of February 8 and February 15. Second of Matt Coppock, motion passed with unanimous vote.

Clerk-Treasurer

The council reviewed the list of expenditures. **Motion** by Mary Jo Totten to approve the Register of Claims, February 9 to March 8, 2021. Second of Matt Coppock, motion carried with unanimous vote.

The Muni-Link billing software data conversion is in process and should be ready by the end of May to print June bills.

Police

The new Durango is ready except for radios, and will not be on the road until Motorola sends the new radio model for installation.

Utilities and Street Department

The snow plow and 2016 service truck were damaged in the February 14 snow event. Ron requested a repair estimate for the cracked windshield, a crease in the door, and replacing the shroud under the bumper. The salt spreader also has damage which likely can be repaired for service next year.

The blower was installed on the main lift station. New UV bulbs for the plant will be ordered. Requests for easement research have been addressed.

Mary Jo asked about hanging the new banners. Ron will find time in the next 2-3 weeks. Greg mentioned his appreciation for Larry covering the work while Ron was off the schedule.

Redevelopment Commission

The RDC is waiting for an appointment from Tippecanoe School Corporation, and the town council president also has a vacancy to fill.

Area Plan

Greg Jones announced that David Hittle becomes the new executive director following Sallie Fahey's retirement on March 15.

Committees

Transportation – The street surface at the Prophets Rock bridge is crumbling and Greg mentioned the council might use part of the credit with Fox Paving to mill and resurface that section. He is making arrangements with Ron to mark the streets for Total Patch repairs.

Motion by Greg Jones to allocate \$1500.00 to have West Lafayette Street Department work on Battle Ground streets using the Total Patch system. Second of Mary Jo Totten, motion passed with unanimous vote.

Public Relations / Communication – Mary Jo Totten would like to have items for the newsletter this week, to start on layout.

Strategic Planning – James Miller mentioned the importance of continuing to develop an idea for a town brand.

Citizen Advisory Groups – no report

Old Business

The last of three public hearings for the new fire territory is March 26 at 7:00 p.m. at the Battle Ground fire station and also by Zoom internet conference access. The Council will meet March 29 to vote on the measure.

Guest Comment – none

Motion to adjourn 7:45 p.m. by Mary Jo Totten.

Georgia Jones, Clerk Treasurer

James Miller, Council President